

**SAN DIEGO POLICE DEPARTMENT  
CONFLICT OF INTEREST CODE**

**APPENDIX "A"  
DESIGNATED POSITIONS**

<b><u>Position</u></b>	<b><u>Duties</u></b>	<b><u>Category</u></b>
Chief of Police	Plans, organizes, and directs all Police Department operations, including the specification development and requisitioning of equipment and services.	1, 2, 3
Executive Assistant Chief of Police	Plans, organizes, and directs all Police Department operations, including the specification development and requisitioning of equipment, with responsibility for formulation and administration of policies and programs and services as directed by the Chief of Police.	1, 2, 3
Assistant Police Chief	Plans and directs the work of several divisions, including the specification development and requisitioning of equipment and services, with responsibility for formulation and administration of policies and programs and services as directed by the Chief of Police.	1, 2, 3
Director of Administrative Services (Civilian)	Plans and directs the work of several divisions, including the specification development and requisitioning of equipment and services, with responsibility for formulation and administration of policies and programs and services as directed by the Chief of Police.	1, 2, 3
Police Captain	Plans and directs the operations of a major division including the development of special programs, specification development, the processing of traffic citations, and the requisitioning of equipment, services, and special funds.	3
ARJIS Program Manager (Civilian)	Plans and oversees development of the regional ARJIS computer functions, chairs ARJIS meetings, acts as staff to ARJIS Board of Directors.	3

<b><u>Position</u></b>	<b><u>Duties</u></b>	<b><u>Category</u></b>
Communications Program Manager (Civilian)	Plans and directs the operations of a major division including the development of special programs, specification development, and the requisitioning of equipment, services, and special funds.	3
Fiscal Services Program Manager (Civilian)	Plans and directs the operations of a major division including the development of special programs, specification development, and the requisitioning of equipment, services, and special funds.	3
Special Projects and Planning Program Manager (Civilian)	Plans and directs the operations of a major division including the development of special programs, specification development, and the requisitioning of equipment, services, and special funds.	3
Media Services Program Manager (Civilian)	Plans, directs and coordinates the operations of the Media Services program including responsibility for developing, coordinating and managing multi-agency programs, development of funding and the requisitioning of equipment, services, and special funds.	3
STAR Program Manager (Civilian)	Plans, administers and coordinates the operations of the STAR (Sports Training Academics Recreation) Program.	3
Information Systems Manager (Civilian)	Plans and directs the operations of a major division, including the processing of all equipment requisitions; directs all administrative or operational crime analysis programs, provides analytic and research support for department management and directs the implementation of department-wide computer programs.	3
Crime Laboratory Program Manager (Civilian)	Directs operations of the Police Crime Laboratory including the examining of criminal evidence and the requisitioning of specified equipment.	3
Police Fleet Program Manager (Civilian)	Plans and directs the operations of the Automotive Maintenance section including the specification development and requisitioning of equipment and services.	3

<b><u>Position</u></b>	<b><u>Duties</u></b>	<b><u>Category</u></b>
Police Property and Records Administrator (Civilian)	Plans and directs the operations of the Records Division and Property and Evidence Units including the processing, storage, and retrieval of police reports; impound and maintenance of evidence and found property.	3
Supervising Human Resources Analyst (Civilian)	Administers the Human Resources services operations of the Police Department, including reviewing and administering hiring, and promotional processes; management of all personnel records; assisting in the interpretation of personnel policies and regulations	3
Fiscal Services Program Manager (Civilian)	Administers fiscal operations of the department including requisitioning of equipment and supplies, reviewing and making recommendations on requests for proposals and administering contracts.	3
Information Systems Administrator (Civilian)	Administers operations of the Data Services Unit including requisitioning of computer equipment and supplies, reviewing and making recommendations on requests for proposals and administering contracts.	3
Licensing Detail Lieutenant (Vice Administration)	Overseeing investigations of police-regulated business license applicants.	3
Licensing Detail Investigators (Vice Administration)	Conducts investigations of police-regulated business license applicants.	3
Licensing Detail Police Code Compliance Officers (Vice Administration)	Conducts investigations of police-regulated business license applicants.	3

**Position****Duties****Category**

Consultants

Consultants shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation: The Chief of Police may determine in writing that a particular consultant, although a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such determination shall include a description of the consultant’s duties, and, based upon that description, a statement of the extent of the disclosure requirements. The Chief of Police’s determination is a public record and shall be retained for public inspection in the same manner and located as this Conflict of Interest Code.

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**APPENDIX “B”  
DISCLOSURE CATEGORIES**

**Category 1** Investments and business positions in any business entity located in or doing business in the jurisdiction.

Income and gifts from sources located in or doing business in the jurisdiction.

Interests in real property located in the jurisdiction, including property located within a two-mile radius of any property owned or used by the City. “Real property” does not include the home/primary residence of the filer.

**Category 2** All investments and business positions in any firms or business entity that supplies goods or services to the City of San Diego; that is a tenant of the City of San Diego; that is an adverse party to the City of San Diego in a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

All interests in real property owned or used by any person or business entity that supplies goods for services to the City of San Diego; that is a tenant of the City of San Diego; that is an adverse party to the City of San Diego is a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

All income, including gifts, from any person or business entity that supplies goods or services to the City of San Diego; that is a tenant of the City of San Diego, that is an adverse party to the City of San Diego in a legal proceeding; or is granted authority by the City of San Diego to use city facilities.

**Category 3** For purposes of this category, any person or business entity means one which reasonably foreseeably will be the subject of an investigation by the City, is an adverse party to the City in a legal proceeding, or is contracting with, or selling goods or services to the City.

Investments or business positions in any business entity, income and gifts from any person or business entity, interests in real property held jointly or in common with any person or business entity.

**Category 4** The Chief of Police may determine in writing that a particular consultant, although a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such determination shall include a description of the consultant’s duties, and, based upon that description, a statement of the extent of the disclosure requirements. The Chief of Police’s determination is a public record and shall be retained for public inspection in the same manner and located as this Conflict of Interest Code.